

Quirks

Quirk 1: OFFSETS An employee had applied for a \$1000 travel advance but hadn't received the EFT payment in a reasonable period of time.

Solution: After researching PVLТ, VXDD, TSCL, etc., the conclusion seemed to be that either he or his bank had overlooked the payment. However, both the bank and the traveler stated that they hadn't received the payment.

NFC travel and certification groups were notified and the conclusion was that the \$1000 was nearly consumed (all but \$10) by back child support he owes. The **FFIS TOPT** table identifies such offsets.

Quirk 2: DUPLICATED PURCHASE ORDERS There is a system problem in the PRCH feeder system that duplicates Purchase Orders from PRCH. When a purchase order is modified, the order is *duplicated*, not modified.

Solution: NFC is programming a correction for this problem. We are working on getting a report of all duplicated GA, GB, GC, and GD documents, but if you have noticed duplicates on your DTR, contact Roy Mattson in Minneapolis (612-370-2204). He will need the transaction code in order to modify the duplicated document down to zero.

Quirk 3: MAN HOURS WORKED The hours will be distorted if B2 accounting adjustment documents don't address them.

Solution: In order to be able to produce a report out of the FDW which accurately reflects the number of hours worked for a given program code, we need to make sure to post hours to the Quantity (QUANT) field of the B2 accounting adjustment. This is an addition to the current procedures for producing B2s. We still want people to do a corrected T&A where possible, but when not feasible, they should do a B2 with the hours posted to the Quantity field.

The PY transaction is a JV clone (as is the B2) and it does have the number of hours posted in the Quantity field. Possibly the data warehouse has this field available for our use. We may need to devise a summary report that will bring in the quantity field for all payroll transactions.

Quirk 4: PAY DATE some pay periods cross accounting period lines and have to be adjusted.

Solution: Pay Periods are processed in the accounting system as of the Pay Date. For example in Pay Period 7, the EFT payments were PAID on 4/30/01. This is the accounting period 7 or fiscal month in FFIS BRIO. But the rest of the pay was PAID on 5/3/01. This was the official pay date we received earlier in the year. This would have split pay period 7 into two fiscal months/accounting periods.

The Treasury Department changed the official pay date to the EFT Date. The payroll system did not correctly show this changed pay date and therefore updated FFIS in accounting period/fiscal

month 8. NFC discovered the problem and they reversed the fiscal month 8 entries for pay period 7 in FFIS and reentered them in fiscal month 7. As of today, FFIS is correct. But we do not have a table in FFIS where we can see this information. We have to look in BRIO. This will happen again in PP16 and PP18.

Quirk 5: MULTIPLE YEARS cannot be seen in the SOF system.

Solution: You can pull multiple years using the SOF extract but the SOF system that you download the information into won't permit it. The SOF system was set up for current budget fiscal year only. Use the DTR or another Brio report instead.

Quirk 6: COMP TIME When a person uses compensatory leave on their T&A, the hours associated with the leave SOMETIMES do not show up in FFIS. The hours show up correctly in CAS's Salaries and Benefits Projection Module's Employee Status report (ESR), but not in the Earnings By Pay Period report.

Solution: When the timekeeper recorded the normal hours, a correct code was used, therefore the base hours were recorded. But when he/she recorded the comp time hours, extra 0's were added to the end (by mistake). This caused JUST THAT LINE of the T&A to reject and be processed by Forced Release (FREL). Once FREL corrected the error and the report was reran, the data was complete.

Quirk 7: NEGATIVE HOURS The SOF Extract was causing negative hours to be changed to positive hours. Negative hours were being changed to positive by a formula in a computed field named Y_Hours.

Solution: The formula for Y_Hours was incomplete, it made negative numbers positive but didn't make positive numbers negative. It has been fixed. The hours now have the same sign as the money. Typically negative money usually has zero hours.

Quirk 8: HIDDEN QUERY SECTION - Unhide The Query section was hidden when the Project Office migrated the reports to the web. Explorer and Insight users did not see the Query section listed as viewable.

Solution: When you are in Brio Explorer or Insight go to **VIEW** in the menu section and <click> on **Unhide Section**. A box will come up and <click> on the section you want unhidden.

Quirk 9: NO PROCESS BUTTON The Standard Tool bar was turned off when a report was loaded to the web. The Process Button was missing.

Solution: When you are in Brio Explorer, Insight, or Quickview go to **VIEW** in the menu section and <click> on **Toolbars** and then <click> on **Standard**.